



# WEST LAFAYETTE FIRE DEPARTMENT

300 NORTH STREET  
WEST LAFAYETTE, INDIANA 47906  
MAIN PHONE: 765-775-5175

TO: Mayor John Dennis  
West Lafayette Board of Works & Public Safety

FR: Fire Chief Tim Heath

RE: Elevation in Rank

I respectfully request Board approval to promote Jeff Need to Captain, effective April 23, 2016.

Lieutenant Need is qualified to be a Captain, having served as Lieutenant for the past two years. He has been a member of the West Lafayette Fire Department for almost eighteen years.

His new Bi-weekly pay will be \$2,424.75.

A handwritten signature in black ink, appearing to read "Timothy J. Heath".

Timothy J. Heath  
Fire Chief, City of West Lafayette

Copies: Human Resources  
Clerk Treasurer  
Payroll Administrator  
Lieutenant Need



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TO: Mayor John Dennis  
West Lafayette Board of Works & Public Safety

FR: Fire Chief Tim Heath

RE: Elevation in Rank

I respectfully request Board approval to promote Jeff Richards to Captain, effective April 23, 2016.

Lieutenant Richards is qualified to be a Captain, having served as Lieutenant for nearly four years. He has been a member of the West Lafayette Fire Department for over twenty-five years.

His new Bi-weekly pay will be \$2,424.75.

Timothy J. Heath  
Fire Chief, City of West Lafayette

Copies: Human Resources  
Clerk Treasurer  
Payroll Administrator  
Lieutenant Richards